

**DEPARTMENT OF CHILDREN AND FAMILIES
JOB OPPORTUNITY**

**STAFF ATTORNEY 2
(Legal Division)**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public and State Employees
Location: Torrington & Danbury, CT
Hours: 40
Job Posting No. BM42819CO
Salary: \$79,369 - \$101,571 (Annually)
Closing Date: April 7, 2014

Position Description: The Department of Children & Families is recruiting for a Staff Attorney 2 within the Administrative Hearings Unit of the Legal Division. ***This position will be located in the Torrington area office with responsibility for the Torrington & Danbury area offices.*** Position will require travel throughout the State.

Examples of Duties: Performs advanced and complex legal work of an agency; researches, interprets, analyzes and applies complex and conflicting laws and regulations, case law and legal principles; acts as hearing officer or represents agency in formal administrative and public proceedings on a full range of cases involving complex legal and technical issues; negotiates and drafts settlement agreements; drafts advisory opinions, rulings, decisions, recommendations, findings, legislation, statutes, regulations, publications and other related legal documents; assists in the preparation and presentation of trials and appeals; consults with the Office of the Attorney General on legal issues; researches complex legal issues; conducts investigations and enforcement proceedings; prepares comprehensive reports for use in administrative and court proceedings; prepares pleadings and other court papers; interprets and applies complex or conflicting laws and regulations, case law and legal principles; participates in the conduct of various educational activities; provides legal guidance when duly authorized; provides input into policy formation; may testify at or monitor legislative proceedings; may represent agency in court when authorized; reviews court decisions, new and proposed laws and regulations to determine impact on agency operations; prepares and maintains precedent manuals; reviews legal and other related documents for legal sufficiency; performs related duties as required.

Experience and Training: Two (2) years of experience in the practice of law.

Special Requirement: Must be admitted to practice law in the State of Connecticut

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Note: All applicants must submit a writing sample with application material.

Application Instructions: Any qualified candidates who meet the above requirements should submit a cover letter, a resume, three (3) SUPERVISORY references, an Application for Employment (CT-HR-12) and a writing sample to the address below. State employees please submit last two (2) Service Ratings in lieu of references. Please reference Job Posting #BM42819CO:

**DEPARTMENT OF CHILDREN AND FAMILIES
505 HUDSON STREET
HUMAN RESOURCES, 8TH FLOOR
HARTFORD, CT 06106
FAX: 860.550-6433**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.